

## SCHOOL COUNCIL CODE OF PRACTICE

### Basic Belief

The Council of Wodonga Primary School acknowledges that it operates within the Education Act and Regulations.

### Guidelines

1. Wodonga Primary School Council will observe the following principles:
  - The needs of the students within the school environment will be the primary consideration in decision-making.
  - Monitoring of achievements of school goals and priorities will be regular and rigorous.
  - School community views will be canvassed and considered on major policy decisions.
  - Diversity within the school community will be recognised and utilized.
  - Discussions related to employees will be strictly confidential.
  - Discussions related to members of the school community will be strictly confidential.
  - Unresolved issues will be decided within the council.
  - Council will develop policy directions and observe the Principal's right to implement policy in the most appropriate way.
  - Members of council will be trained regarding their responsibilities, current school practices and Department of Education & Training policies and directions.
  - Public comment will be the responsibility of the school council president and principal.
  - Decisions of School Council will be publicly justifiable.
2. Councillors will declare conflict of interest where appropriate, using the following practices:
  - the Council will meet regularly (monthly) eight times annually (minimum).
  - the Council will receive regular progress reports and indicators of achievement for all Charter goals and priorities coordinated by the Principal.
  - meeting procedures and decision-making processes will operate as detailed in the School Council standing orders.
  - clearly stated guidelines for elected office bearers will be provided.
3. School Council will operate in small taskforces to support the implementation of strategies related to policy implementation. These groups will report to School Council meetings.
4. **Role of Executive Officer (Principal)**

As Executive Officer of the School Council, the Principal will ensure that:

  - performance information on Charter goals and priorities is provided regularly to Council;
  - adequate advice is provided to the Council on educational and other matters;
  - the decisions of Council are implemented in an efficient and timely manner;
  - adequate support and resources are provided for the conduct of Council meetings.

DEECD Website link <http://www.education.vic.gov.au/>

*Ratified by School Council, April 21, 2013*

**Review Date:** 2016

*This Policy pertains to all programs run/organized by Wodonga Primary School, including Out of School Hours Care, unless a more specific policy applies whereby both policies should be read in conjunction*